	16 September 1969			
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	1. At our meeting on Tuesday, 9 September 1969, Mr. John Executive Secretary, Strategic Services Unit, and I agreed			
	on these procedures for handling correspondence and inquiries concerning OSS records:			
	a. Inquiries from U.S. Government Offices will be processed through the CIA Records Administration Officer. All Agencies are aware of the OSS-CIA relationship and that the Records Officer is the listson channel in Federal Agencies for questions on records matters.			
	b. Inquiries from individuals will be dealt with directly by SSU with an information copy sent to the CIA Records Administration Officer on those cases involving records matters.			
	2. At present the correspondence and processing via the Agency Records Officer will be from the Chief, Support Services Staff to the Director, Strategic Services Unit. That Unit will contact the Office of Security and CI Staff on OSS matters when necessary. Replies to the U.S. Government Agencies by the CIA Records Officer will be based on the findings and recommendations the SSU provides.			
		STATINTL		

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STATINTL STATINTL exec secy for Strategic services Unit (OSS) send mail to 1D4124 HQ For mail going to STATINTL use Pentagon address ok For mail to the people located in the TAGO Bldg include in the address Attn: AGAR-S (this identifies the group with their central mail office) mailing address. STATINTL 170779 STATINTL

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Date Reply	Inquiry from	For	Action
July 1961 October 1963 STATINTL November 1964	NARS NARS NARS	Access to OSS Reports on eports	OK is they coordinate here first SSU Disapproval access or Declass. SSU Cannot concur
July 1969 August 1969 August 1969 STATINTL July 1969 May 1969 STATINTL 1969 November 1969 STATINTL 1969 STATINTL 1969 November 1969	TAGO TAGO O/F CIA TAGO TAGO NARS ON MANCHA NARS TAGO TAGO TAGO TAGO TAGO TAGO	Microfilm on Italy Money Transfer POW in China for Italy Microfilm Docs. in NARS wants to see Battle of Iquvre On Civil Affairs in German book on Dulles access access	SSU and DDP took care SSU Approves SSU Approves SSU has no objection SSU has no objection STATINTL
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